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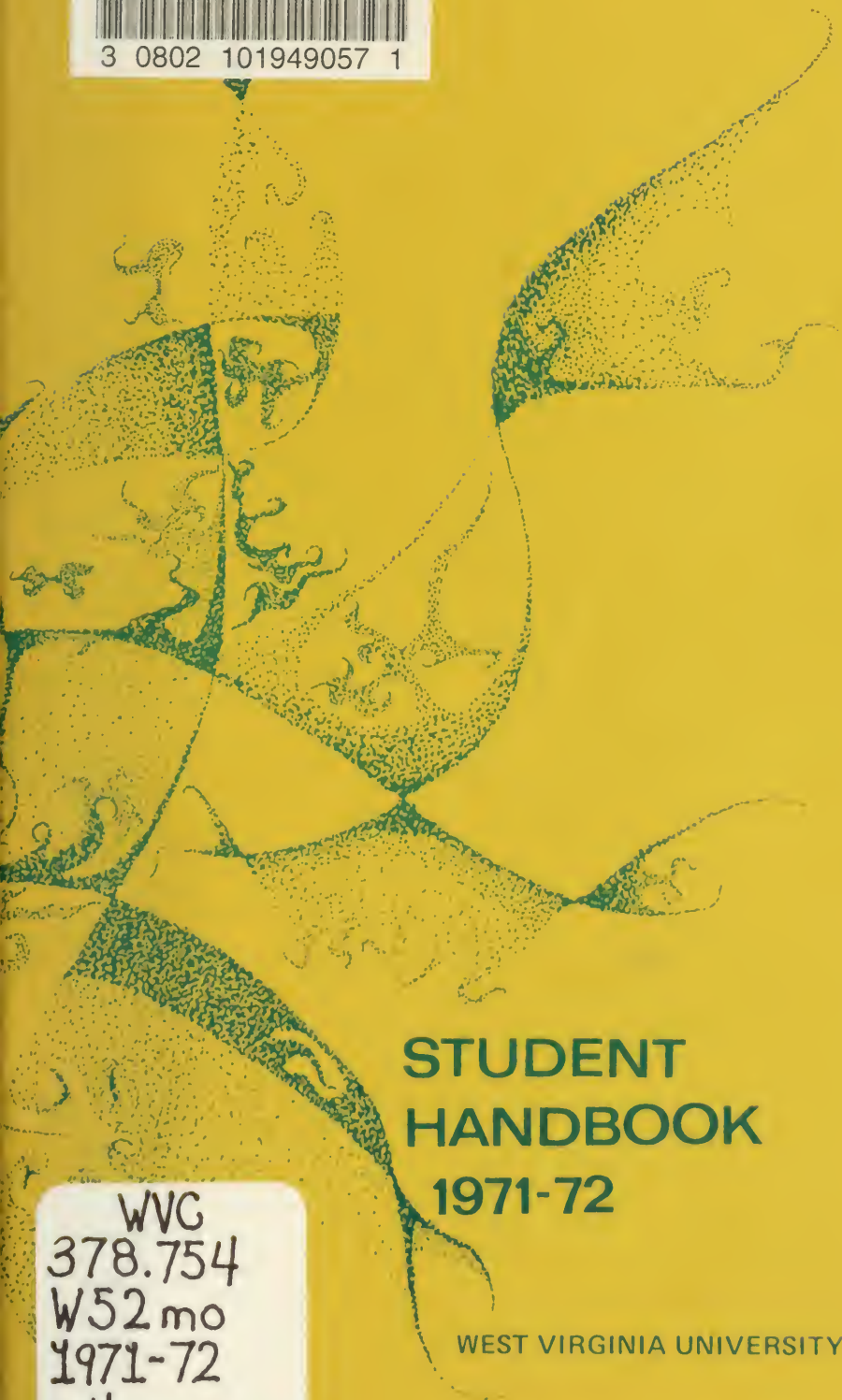

STUDENT HANDBOOK 1971-72

WEST VIRGINIA UNIVERSITY

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West Virginia Board of Regents
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Charleston, W. Va. 25301

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Cover design by Sheri Soler, elementary education junior, who won the $50.00 prize in the first contest conducted for student-designed covers for the Student Handbook. *Students interested in submitting designs for next year's cover should contact the graphic arts coordinator in the Office of Publications, Communications Building, Patteson Drive.*

student handbook

Published by Student Educational Services

University Relations / Office of Publications

It is the policy of West Virginia University to provide equal opportunities to all prospective and current members of the student body, faculty, and staff solely on the basis of individual qualifications and merit without regard to race, religion, age, sex, or national origin.

The University also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, religion, age, sex, or national origin.

President Harlow meets with any interested students at Student Open Forums throughout the academic year to discuss University problems.

contents

Information Guide 5
Facts About WVU 7
University Calendar 8
This Is West Virginia University 9
- University Finances 11
- Student Fees 12

Rounding Out Your Education 13
- Student Organizations 15
- Financial Aids 15
- Job Opportunities 16
- Residence Halls Programs 16
- Housing 17
- Health Services 17
- Speech and Hearing Center 19
- Counseling Service 19
- Placement Service 19
- Black Student Office 20
- Foreign Student Office 20

Other WVU Services and Facilities 21
- Libraries 21
- Book Stores 21
- Advising Center 22
- Writing Laboratory 22
- Quick Copy Centers 23
- Intercollegiate Athletics 23
- Transportation 23
- Identification Card 24
- Check Cashing 24
- Telephone System 24
- Postal Services 25

Student Government 26
- Student Administration Committees 27
- Student Committees 28
- Student-Faculty Committees 29

Other Governing Organizations 31
Student Organizations 32

Organizational Requirements 38
Publications 39
Questions, Suggestions, and Grievances 40
Laws and University Regulations 43
Disciplinary Procedures 47

emergency numbers

Health Service 293-2311
Emergency Ambulance Service 296-5263
Campus Security Officers . . . . . 293-3136 (days)
293-5311 (nights)
State Police 599-1101
City Police 296-4451
Fire Department 292-8492
or University Operator

information guide

It is impossible to describe every possible situation that may develop. Therefore, *when in doubt* about what to do, call:

Student Educational Services 293-5812
Residence Halls Programs 293-5611
Housing Office 293-3621

1. If you want academic advice or if you want to change your course of study, go to the office of the dean of your college or school.

College	*Location*	*Dean*
Agriculture and Forestry	Agricultural Sciences Bldg.	Robert S. Dunbar, Jr.
Arts and Sciences	Woodburn Hall	John C. Wright
Business and Economics	Armstrong Hall	Jack T. Turner
Creative Arts	Creative Arts Center	Richard E. Duncan
Dentistry	Medical Center	W. Robert Biddington
Engineering	Engineering Sciences Bldg.	Chester A. Arents
Graduate School	Oglebay Hall	John C. Ludlum
Human Resources and Education	Forestry Tower	Delmas F. Miller
Journalism	Martin Hall	Guy H. Stewart
Law	College of Law	Paul L. Selby, Jr.
Medicine	Medical Center	Frank W. McKee
Military Science/	Woodburn Hall	William D. Ward
Aerospace Studies		Elbert L. Kidd
Mines	Mineral Industries Bldg.	Jay H. Kelley
Nursing	Medical Center	Lorita Jenab
Pharmacy	Medical Center	R. O. Bachmann
Physical Education	Coliseum	C. Peter Yost
Social Work	Forestry Tower	Leon H. Ginsberg

2. If you want to withdraw voluntarily from school, go to the Admissions and Records Office, Admissions and Records Center.
3. If you want information about scholarships, loans, or budget planning, go to the Financial Aids Office, Mountainlair.
4. If you wish to discuss a job after graduation or want help with a career choice, go to the Placement Office, Mountainlair.
5. If you have been injured or are ill, go to the Health Center, College Avenue, near Mountainlair.
6. If you need help with personal problems, educational or vocational planning, go to the Student Counseling Service, Health Center.

7. If you have lost your ID card, go to the Student Educational Services Office, Martin Hall.
8. If you need veterans information, go to the Veterans Coordinator, Mountainlair.
9. If you wish to discuss degree requirements, see your adviser or the dean of your college or school.
10. If you want a transcript of credits, go to the Admissions and Records Office, Admissions and Records Center.
11. If you want to drop or add a course, go to the Admissions and Records Office.

facts about wvu

Date Established: 1867.

Type of Institution: State and Land-Grant University, established under the Morrill Act of 1862.

Major Functions: Teaching, research, off-campus education.

Accreditation: Member, North Central Association of Colleges and Secondary Schools. All WVU educational programs are fully accredited by the North Central Association and by appropriate accreditation agencies of professional schools.

Major Academic Divisions: College of Agriculture and Forestry, College of Arts and Sciences, College of Commerce, Creative Arts Center, School of Dentistry, College of Engineering, Graduate School, College of Human Resources and Education, School of Journalism, College of Law, School of Medicine, Division of Military Science and Division of Air Force Aerospace Studies, School of Mines, School of Nursing, School of Pharmacy, School of Physical Education, School of Social Work.

Branches: Kanawha Valley Graduate Center and Potomac State College.

Degrees Offered: bachelor, master, doctorate, professional.

President: Dr. James G. Harlow.

Plant: Downtown, 75 acres; Evansdale, 275 acres; Medical Center, 260 acres; experimental farms and forest acreage, 11,000.

Libraries: 900,000 items (including approximately 670,000 physical volumes), 33,000 reels of microfilm, over 50,000 technical reports, and 340,000 microcards. Some 30,000 volumes are added each year, and 5,000 periodical titles are currently received.

Enrollment: Statewide total of more than 20,000.

WVU Nickname: Mountaineers.

Colors: Old gold and blue.

Traditions: Homecoming Weekend, Freshman Orientation, Link Day and Military Awards Ceremonies (when honor society members are initiated and military honor students recognized), Pitt-WVU rivalry (the University of Pittsburgh is WVU's traditional football foe).

university calendar 1971

August 22, Sunday, to August 24,
Tuesday, incl. . . . . Freshman Orientation
August 23, Monday . . . . . General Registration, First Semester
August 24, Tuesday . . . . . General and Freshman Registration
August 25, Wednesday . . . . . First Classes, First Semester
September 6, Monday . . . . . Labor Day Recess
September 16, Thursday . . . . . English Proficiency Examination
October 12, Tuesday . . . . . Faculty Assembly Meeting
October 16, Saturday . . . . . Mid-Semester
October 22, Friday . . . . . Mid-Semester Reports Due
October 26, Tuesday . . . . . Graduate Faculty Meeting
November 24, Wednesday, to November 28,
Sunday, incl. . . . . Thanksgiving Recess
December 10, Friday . . . . . Last Classes, First Semester
December 13, Monday, to December 18,
Saturday, incl. . . . . Final Examinations, First Semester
December 19, Sunday, to January 3,
Monday, incl. . . . . Christmas Recess

1972

January 4 and 5, Tuesday and
Wednesday . . . . . General Registration, Second Semester
January 6, Thursday . . . . . First Classes, Second Semester
February 1, Thursday . . . . . English Proficiency Examination
February 7, Monday . . . . . West Virginia University Day
February 21, Monday . . . . . Washington's Birthday Recess
March 2, Thursday . . . . . Mid-Semester
March 4, Saturday, to March 12,
Sunday, incl. . . . . Spring Recess
March 13, Monday . . . . . Mid-Semester Reports Due
March 14, Tuesday . . . . . Graduate Faculty Meeting
April 11, Tuesday . . . . . Faculty Assembly Meeting
April 28, Friday . . . . . Last Classes, Second Semester
May 1, Monday, to May 6,
Saturday, incl. . . . . Final Examinations, Second Semester
May 8, Monday . . . . . Grade Reports for Graduating
Seniors and Graduate Students Due in Deans' Offices
May 9, Tuesday . . . . . Deans' Reports of Graduates
Due in Admissions and Records Office
May 13, Saturday . . . . . Alumni Day
May 14, Sunday . . . . . Commencement

this is west virginia university

Although more than 15,000 students enroll annually on the Morgantown campuses, West Virginia University has maintained a small college atmosphere while growing into a university with all the advantages that academic diversification can offer. WVU's Morgantown campuses help prevent bigness from overpowering the individual student.

Learning at WVU first means learning your way around. Most undergraduates quickly become familiar with WVU's **Downtown Campus**, the center for academic work in the arts and sciences, business and economics, journalism, law, and mining. The Downtown Campus also is the center of extracurricular and social activities. Landmarks include Mountainlair, the campus activities center; the Main Library; colonial Elizabeth Moore Hall; and Woodburn Circle, the traditional ring of the oldest WVU buildings. The mast of the battleship *U.S.S. West Virginia* dominates the scene as students move from class to class. About 1,700 undergraduates are housed in University residence halls on the Downtown Campus.

An inter-campus bus system, one of the largest in the nation serving 2.5 million passengers a year, connects the Downtown Campus with WVU's two other Morgantown campuses: Evansdale and the Medical Center. **Evansdale**, the site of most of WVU's expansion, holds the specialized disciplines: creative arts, engineering, forestry, agriculture, education, and social work. The Creative Arts Center houses music, art, and drama, and across the highway physical education students and athletes use the Coliseum and its surrounding facilities. The Towers Residence Halls on the Evansdale Campus house 1,900 students.

The **Medical Center Campus** is the sprawling home of schools awarding degrees in nursing, pharmacy, medicine, medical technology, physical therapy, dentistry, dental hygiene, and the basic medical sciences. University Hospital, a logical extension of the health sciences classrooms, is a statewide referral center for diagnostic and treatment services.

WVU is active in other areas, too. From McDowell County in southern West Virginia to Uganda in East Africa, WVU administers an off-campus educational program that touches the lives of thousands. The University's Appalachian Center field personnel work in all of West Virginia's

55 counties—helping strengthen local antipoverty programs, expanding educational opportunities, and developing community advancement programs. Other units of the Appalachian Center provide technical assistance to small businesses; work with labor unions; educate firemen, coal miners, and teachers throughout the state; and investigate economic development problems.

For research and demonstration purposes, WVU operates over 11,000 acres of experimental farms and forests in nine counties, a biological station in Preston County, and a geology camp in Greenbrier County.

The University also has two academic centers in the state—the Kanawha Valley Graduate Center serving the Charleston area and Potomac State College at Keyser in the Eastern Panhandle.

WVU's off-campus education programs even reach as far as the East African nations of Kenya and Uganda where University professors are teaching improved agricultural practices at the secondary school and college level. The East African program, financed by the U.S. Agency for International Development, also has brought almost 100 Africans to the Morgantown campuses for study.

This is the breadth of your state university—a modern institution in a modern world, reaching into every corner of West Virginia to encourage area development, extending even to Africa with an agricultural education program in international cooperation.

According to American College Testing, WVU students rank measurably above average in potential among the nation's college students. West Virginia University has sent 16 Rhodes Scholars to Oxford University and has produced 34 Fulbright scholars. WVU also ranks among the top five state universities in the percentage of graduates listed in *Who's Who in America*

West Virginia University is owned by the people of West Virginia who, through their Legislature, have delegated responsibility for the University's operation to the West Virginia Board of Regents. The Board consists of nine members, appointed by the Governor with advice and consent of the State Senate, and an ex officio member, the State Superintendent of Schools. A seven-member WVU Advisory Board is appointed by the Board of Regents to advise the University President.

The President, who is appointed by the Board of Regents, is the chief executive officer of the University as well as its principal academic

officer, a role which his position as presiding officer of the University Senate symbolizes. The President's Office staff includes the vice-presidents and provosts and assistants to the President.

The faculty participates in WVU decision-making through the University Senate, which is comprised mainly of professors elected by their faculty constituencies. For non-teaching employees, there is the Staff Council, which consists of twelve members elected by their fellow employees in six occupational groups, and International Laborers Union Local 814, AFL-CIO, which represents many employees.

Students are widely involved in the decision-making process at WVU with 95 students serving on 39 University committees. A study made by the National Association of State Universities and Land-Grant Colleges indicates that WVU is a leader among the nation's larger institutions in expanding such student participation. Students elect their own student government that communicates student views to the University community. Student Administration and other student organizations have initiated major reforms such as abolishing residence hall hours for sophomore, junior and senior women and a limited pass-fail grading system. The nationally acclaimed Festival of Ideas, conceived and carried out entirely by students, annually features distinguished and controversial personalities.

An increasing number of WVU students are committing themselves to helping create a better society. For instance, more than 100 students devote at least three hours a week to tutoring children who live in impoverished communities near Morgantown.

university finances

The University receives funds for its variety of programs and services from the West Virginia Legislature, the federal government, from private gifts and research contracts; and from student fees.

State-appropriated funds are allocated to WVU in four categories and can only be spent for those purposes: personal services (salaries); current expense (utilities, printing, travel, for example), equipment; repairs and alteration. The University cannot shift funds from one category to another. Funds to construct new buildings are provided from an entirely separate fund by the West Virginia Board of Regents and this money cannot be spent for any other purposes.

student fees

Student fees, which are subject to change, include payments for rooms, meals, tuition, registration, and other activities.

Semester fees for full-time students include:

West Virginia Students		Out-of-State Students
$ 40.00	Tuition*	$205.00
50.00	Registration*	200.00
8.25	Athletics	8.25
4.25	Bus System	4.25
1.50	Daily Athenaeum	1.50
12.00	Health, Counseling, and Program Services	12.00
20.00	Mountainlair Construction	20.00
10.00	Student Educational Services	10.00
$146.00		$461.00**
	Undergraduate Non-resident Student Service Fee	100.00
		$561.00***

*Tuition and fees for all but Medical Center students and all registration fees are used to construct University buildings, to renovate existing buildings, and to acquire land. State law permits these funds to be used only for such purposes. Tuition fees paid by Medical Center students are used for Medical Center operations. West Virginia students in dental hygiene, law, medical technology, nursing, pharmacy, and physical therapy pay $55.00 tuition and a $50.00 registration fee ($230 and $200 for out-of-state students in the same disciplines). In-state students in dentistry and medicine pay $117.00 tuition and a $50.00 registration fee; out-of-state dental and medical students, $335.00 and $200.00. All of these students also pay the $56.00 in other fees detailed above.

**Graduate Students (Out-of-State).

***Undergraduate Students (Out-of-State).

Academic Facts of Life

For information concerning policies and rules governing the academic programs at West Virginia University, students are referred to the current WVU *Undergraduate Catalog, Graduate School Catalog, College of Law Catalog,* or the *Medical Center Catalog.*

rounding out your education

Effective classroom learning cannot be isolated from the entire University environment. So WVU provides many services and facilities to help you round out your educational experience and to provide for your personal welfare.

West Virginia University offers a variety of physical facilities for recreation and cultural events including the Music and Medical Center auditoriums; the 1,600-seat concert theatre in the Creative Arts Center; a little theater in Mountainlair, the campus activities center; the Field House, Coliseum, and athletic fields; art galleries in the Creative Arts Center and Mountainlair.

In a 1952 referendum, students recommended a student fee to float bonds to finance Mountainlair's construction. Their recommendation was approved by the WVU Board of Governors and the state Legislature. Mountainlair was completed in 1967. In order to provide many of its services, Mountainlair must receive payment for such services. Mountainlair Advisory Council, which is composed of four students and four faculty and staff members, advises the University through the director of Mountainlair on its policies and operating procedures.

The diverse offices within **Student Educational Services** (SES) are staffed with specialists intent on improving the overall quality of life for WVU students. SES includes the Health Service, Counseling Service, Placement Service, and Student Financial Aids, as well as programs that enhance out-of-classroom learning such as cultural and recreational programs, the residence halls programs, student organizations, foreign student programs, and men's and women's intramurals.

A program advisory staff, located in Martin Hall, is in charge of coordinating campus-wide cultural, social, and recreational programs that create opportunities for students to broaden their education while enjoying themselves. This office coordinates all programs through the WVU Student Government under the advice of the Program Advisory Board that consists of student, faculty, and staff representatives. The Recreation-Intramural office is located in the Field House to coordinate recreation and intramural activities for both men and women.

These programs include:

cultural: Great Artists Series featuring internationally known musicians and theatre productions, Popular Concert Series featuring contemporary artists and entertainment, Art Gallery exhibits, a diversified lecture series, and a broad spectrum of films.

social: Special events such as Homecoming and Mountaineer weekends, Miss WVU Pageant, coffee house entertainment, style shows, small informal concerts, and dances.

recreation-intramurals: This program includes such areas as: men's intramurals, women's intramurals, extramurals, competitive and non-competitive recreational clubs, Mountainlair games area, unstructured activity, arts and crafts center, photography lab, mixed competition in co-recreation, activity short courses and instruction clinics, and special events that contract professionals to provide exhibitions and demonstrations. This program is geared to develop an appreciation for the meaningfulness and importance of one's use of leisure time. For more information contact the Recreation-Intramural office in room 45 of the Field House.

facilities

The following recreational facilities are provided for student and faculty use:

Coliseum (indoor)—4-wall handball, squash, paddleball, basketball, wrestling, jogging, weightlifting, golf cages.

Coliseum (outdoor)—Tennis courts, soccer field, baseball field, intramural playing field, practice football field, all-weather track, horseshoe pits, archery targets.

Field House—Badminton, basketball, volleyball, single-wall handball, golf cages, wrestling room, gymnastics, tennis courts.

Towers—Tennis courts, outdoor basketball courts, ice skating, play field, arts and crafts area.

Mountaineer Stadium—Jogging, softball, football, frisbee, rifle range.

Van Voorhis Field—Softball, football, jogging.

Old Mountainlair Pool—Swimming.

Mountainlair—Bowling, billiards, table tennis, chess, checkers, bridge, photography.

Arboretum—Located along Monongahela Boulevard. The only place in the state where most of West Virginia's native trees, shrubs, and

herbaceous plants have been brought together in a single location. Designed primarily as an outdoor biology laboratory, the Arboretum offers three and a half miles of nature trails.

equipment

Sports and recreational equipment may be obtained by completing an equipment card and presenting it along with your ID to the cage attendant in the Field House or Coliseum. Recreational equipment such as skis, canoes, tents, sleeping bags, etc., may also be rented and may be obtained at the Recreation Center in Mountainlair.

hours

Coliseum—Open 4:00 p.m. to 10:00 p.m., Monday through Friday. During basketball season open 7:00 p.m. to 10:00 p.m., Monday through Friday. Open 8:00 a.m. to 8:00 p.m., Saturdays.
Field House—Open 4:00 p.m. to 10:00 p.m., Monday through Friday. Open 8:00 a.m. to 10:00 p.m., Saturdays; 1:00 p.m. to 6:00 p.m., Sundays.
Mountaineer Stadium—Open 8:00 a.m. to 6:00 p.m., Saturdays, and 10:00 a.m. to 6:00 p.m., Sundays.
Old Mountainlair Pool—Open 7:00 p.m. to 9:30 p.m., Monday through Friday. Saturdays and Sundays, open 2:00 p.m. to 5:00 p.m. and 7:00 p.m. to 9:00 p.m.
Mountainlair—Open 8:00 a.m. to 12:00 p.m., daily.
Outdoor Facilities—Open daily, daylight until dark.

student organizations

Student organizations are served by Student Educational Services personnel located in the Student Organization Wing of Mountainlair and in Martin Hall. In conjunction with Student Administration, this division is responsible for coordinating organizational activities and providing financial assistance for special programs and projects. Staff members work directly with students, student leaders, and organization advisers in a variety of advisory capacities which provide you with a valuable link to the University Administration.

financial aids

Financial aid available to students consists primarily of scholarships or grants (gift aid with no formal commitment for services or repayment

during or following school), loans, and employment (work-study program). Certain units of the University also have a limited number of specialized awards for promising students. All students in good standing are eligible to apply for financial aid. Applications are reviewed to determine need and academic merit or potential.

If you want to apply for financial aid, contact the Office of Financial Aids in Mountainlair. This office coordinates the undergraduate scholarship, loan, and work-study employment programs. Applications for enrolled students are available January 1 for the following summer and academic year. The deadline for filing is March 1. These dates apply to students applying initially as well as those requesting renewal of their aid.

Graduate students should contact the dean of the college or school in which they intend to do their academic work for information about assistantships or fellowships.

Veterans of the armed forces can find out about programs that benefit them by contacting the Veterans Coordinator in Mountainlair.

job opportunities

You may find out about opportunities for full or part-time employment, on or off campus, by contacting the Office of Personnel, North High Street behind the Main Library. Job openings are posted each week and you may apply for these positions at the Office of Personnel.

residence halls programs

The Residence Halls Programs Office in Moore Hall supervises the four University-owned residence halls, whose operation and maintenance are under the direction of the Housing Office, and three privately owned residence halls.

All freshman men and undergraduate women under 21 must live in University-supervised housing. Exceptions to this rule can be explained by Residence Halls Programs Office personnel. Room reservations are made for the entire academic year and, once committed, students cannot be released during the year to live elsewhere. These policies are required because of legal obligations to the bondholders whose funds made possible construction of the residence halls.

Professionally trained Head Residents and selected Resident Assistants are in each of the seven halls to assist you if problems arise.

housing

WVU's Housing Office (440 Medical Center Road) has information about University-operated furnished and unfurnished apartments for married and graduate students, faculty, and staff.

The Housing Office also keeps a list of available private, off-campus housing in the Morgantown area and assists students and faculty in finding housing. The Housing Office has no legal authority to control standards of off-campus housing; but if a complaint is made about a residence, it is removed from the office list, pending proof by the landlord that the residence is, in fact, generally acceptable.

No discrimination is tolerated in University-owned and operated housing. Every landlord who asks to be carried on the off-campus housing list must sign a nondiscriminatory certificate. If a complaint of discrimination is made against a landlord, he is dropped from the list and he is notified of the reason for such action.

health services

The Student Health Service provides medical care for students. Physicians and nurses are on duty for outpatient examination and treatment, clinical laboratory tests, and diagnostic X-rays. Inpatient care at University Hospital also is available.

All officially enrolled students who pay the Health Service fee at registration and have an ID card may receive medical examination and treatment at the Health Service. Part-time students may use the Health Service by payment of a fee, but they aren't eligible for hospital care. The Health Service doesn't provide care for families of students.

If you need dental care, the Health Service refers you to the Dental Clinic in the School of Dentistry.

A voluntary insurance plan is available for students to supplement medical care offered by the Health Service. This plan provides payment for hospitalization, surgical and medical fees, and other medical costs throughout the year in Morgantown and elsewhere. Details about the plan may be obtained at the Health Service.

If you need extensive medical care, a Student Health Service doctor will refer you to clinics at the Medical Center. The referring physician makes all arrangements with the clinic involved.

Dental appointments can be made at the Dental Clinic by registering at the clinic during prescribed hours. For further information, call the Dental Clinic.

All clinics charge an outpatient fee of $1.00, plus costs for laboratory and X-ray services and the physician's fee.

health service hours

Main Unit—University Hospital

Monday through Friday ..... 8 a.m. to 5 p.m.
Monday through Saturday ..... 6 p.m. to 10 p.m.
Saturday ..... 9 a.m. to noon
Sunday ..... 2 p.m. to 5 p.m.

Satellite Units—Towers and Downtown Campus

Monday through Friday ..... 8 a.m. to 5 p.m.

When the Health Service offices are closed, go to University Hospital's Emergency Room.

speech and hearing center

Evaluation and correction of speech and hearing disorders are goals of the Speech and Hearing Center (284 Prospect Street), a facility of the Division of Clinical Studies, College of Human Resources and Education. You may seek help for stuttering problems, voice defects, articulatory errors, and foreign dialect. Hearing tests and aural rehabilitation services also are available at the clinic. Contact the director of the center for an appointment.

counseling service

The Student Counseling Service, located on the third floor of the Health Center, tries to help you become a more effective individual. Counseling sessions are directed toward an exploration of your educational, vocational, and personal concerns. In addition to individual interviews, the Counseling Service offers psychological and vocational testing, group counseling, and marital counseling. This is a confidential service provided by professionally qualified psychologists and counselors and is available to students who request it.

placement service

The Placement Service assists you in career planning and in locating summer and permanent employment. By providing information about the changing employment market for college graduates, and by helping to relate interests to job possibilities, the Placement Service personnel can aid you in making a realistic career choice. Resource material is available for your use. Located in the Mountainlair, Placement Service personnel can counsel you on techniques of job applications and interviews; aid you in locating job sources, both usual and unusual; and provide registered students' credentials to potential employers. At scheduled times throughout the year, representatives of business, industry, and government visit the campus to recruit new employees. The Placement Service handles these visits and makes appointments for interested students.

black student office

The black student counselor's office, which serves as the official liaison with black students at WVU, is located on the second floor of Moore Hall. On request, this office provides advice and assistance to black students concerning admission procedures, housing, employment opportunities, and University policies in general. Complaints about discriminatory practices are processed through this office.

foreign student office

The Foreign Student Office in Moore Hall is the focal point for several hundred international students from over fifty countries enrolled at WVU. This office contacts each foreign student before he arrives on campus, and this contact is maintained throughout the student's stay. By providing information and advice about immigration regulations, admissions procedures, housing, employment opportunities, and University policy in general, the Foreign Student Office serves as a link between the student, the University administration, and the U. S. Immigration and Naturalization Service.

Cultural exchange between international students and the campus community is another activity of the Foreign Student Office. In cooperation with the International Students Association and the Foreign Students Relations Committee, special events (such as International Night) are held throughout the year. The Foreign Student Office operates the Host Family Program through which residents of the Morgantown area open their homes to international students.

As a service to both foreign and American students, this office keeps a file of educational material on various countries.

other wvu services and facilities

libraries

WVU's library system is notable in several fields. The collections in botany, chemistry, engineering, sociology, the Appalachian region, West Virginia history, and East Africa are very strong. Special collections include the West Virginia Collection in the Main Library which contains manuscripts, books, periodicals, maps, and court records from many counties. The Rare Book Room in the Main Library contains limited editions including four Shakespeare Folios and first editions of many works of Dickens, Scott, and Clemens.

The libraries are located throughout the campuses. The Main Library is the largest and offers a variety of services. Besides the reference, reserve, and rare book rooms, the Library maintains the West Virginia Room, a browsing room, and photo duplication services including microfilm and Xerox copying.

Specialized libraries for your use include the Agriculture-Engineering Library (Engineering Sciences Center); the Law Library (College of Law); the Mathematics-Physics Library (Hodges Hall); the Medical Center Library (Basic Sciences Building); the Physical Sciences Library (Chemistry Research Laboratory); and the Music Library (Creative Arts Center).

book stores

The University-operated book store sells general books in all categories as well as textbooks, paperbacks, school, office, and laboratory supplies, photographic and optical equipment, sporting goods, and University-imprinted gift items and wearing apparel. Each store has an out-of-print book department.

The book stores sell all books to students and staff at a discount of 5 per cent off publishers' list prices. All students are urged to stop in the Book Store Manager's office with questions and suggestions concerning prices and policies. Students are also welcome to serve on the Book Store Book Selection Committee; inquiries should be addressed to Student Administration Office in Mountainlair.

The Book Store is in a wing of Mountainlair; the Medical Center store is in the Basic Sciences Building (ground floor); the Evansdale store is in the Engineering Sciences Building (ground floor).

University book stores are completely self-supporting. State law specifies that a university or college book store can obtain no financial support from any outside sources. All monies earned by book stores must be used to completely finance their operations.

Further information about book store financing and services is available at the book stores.

advising center

A new advisory system for all lower-division students in the College of Arts and Sciences and those students in pre-professional programs leading to majors in business and economics, engineering, education, family resources, journalism, medical technology, nursing, pharmacy, and physical therapy has been established.

Students' records and advisers will be in a central location and the advising center—staffed by faculty members, graduate and upperclass students—will be available to advise and help students. Individual counseling and group counseling in orientation, study techniques, career opportunities, and adjustment to University life will be provided to help the students learn about their University and its many services and facilities for them and to help them make the most of the opportunities their academic life will offer them.

The advising center is directed by Martha C. Howard, Assistant Dean of Arts and Sciences for Advising. Any questions students or their parents may have about academic matters can be directed to Mrs. Howard.

writing laboratory

If you would like to improve your writing ability, the Department of English offers special instruction at its Writing Laboratory on the first floor of Oglebay Hall Annex. A branch of the lab is also open in the Towers library. The Annex is open Monday-Friday during the day; both the Annex and the Towers branch are open Monday-Thursday evenings. The Writing Laboratory serves students who are weak in writing and

those who are strong but want to become better writers. The staff provides individualized instruction in all kinds of writing. . .from research papers to love letters to the great American novel.

quick copy centers

The WVU Office of Publications furnishes quick copy service to students, faculty, and staff through copy centers located in the Book Store and in the Communications Building on Patteson Drive.

Clear, typewritten copy on white paper is required to achieve sharp quality reproduction. The copy centers are capable of reproducing master's theses and doctoral dissertations according to Graduate School standards.

Price sheets for quick copy service are available at the copy centers.

intercollegiate athletics

WVU has a comprehensive intercollegiate program consisting of teams in football, cross-country, basketball, wrestling, baseball, swimming, gymnastics, track, tennis, rifle, golf, and soccer. Major athletic facilities are Mountaineer Field, Field House, Coliseum, soccer field, baseball field, all-weather olympic track, and 14 tennis courts. All intercollegiate athletic activities are administered under the President of WVU, the director of intercollegiate athletics, and the Athletic Council which is composed of five faculty members, two alumni, and two students elected by the student body.

WVU is a member of the National Collegiate Athletic Association and of the Eastern Collegiate Athletic Conference.

To be eligible for participation in University athletic events, sophomores must have a 1.6 grade-point average; juniors, a 1.7 average; and seniors, a 1.9 average.

transportation

Inter-campus buses, which run every five minutes during the school day, connect the Morgantown campuses. Scheduled times and stops are listed in pamphlets available in the residence halls, at Mountainlair Information Desk, or at the Parking Control Office, 2957 University Avenue.

identification card

Each full-time student receives an ID card which entitles him admission to certain WVU athletic events, student government activities, and use of the Health Service and Mountainlair. If misused, ID cards are confiscated.

Graduate and part-time students may wish to pay the optional student fees at the time of registration, which then entitles them to all of the services and activities provided full-time students. Benefits include admission to athletic events, eligibility for health and counseling services, concerts, speakers programs, and other social and cultural events requiring ID cards for admission.

If you lose your ID card, you may obtain a new one by filing a student petition form in 109 Martin Hall. If your request is approved, you should have a new picture taken in the Admissions and Records Office and pay a $1.00 fee. The new ID card isn't good for any University service for which there is a charge.

check cashing

You can cash checks at Mountainlair Information Desk if you show your ID card. There is a minimum service charge, and your student number must be written plainly on the check.

telephone system

WVU has a direct dialing telephone system and every University-owned residence hall room has a telephone. The *West Virginia University Directory* is published annually listing faculty, staff, and student numbers. The *Directory* is furnished in every residence hall room; it is also available at the Book Store.

Phone Number Change?

If your telephone number is changed, please notify the University Operator ("O") immediately in order that she may update her file for future use in giving out your number to prospective callers.

postal services

The University Post Office, located in the basement of the Administration Building, provides routine postal services. WVU also has a self-contained campus mail system to facilitate interdepartmental and intercampus communication. You may use campus mail service, but be sure to drop envelopes in the proper pick-up places. If you are in doubt about how to use the campus mail system, ask any University secretary.

Mail coming into the residence halls is sent directly to your centrally located mail box.

Zip Code: WVU's zip is 26506; zip for Morgantown proper is 26505.

student government

WVU Student Administration, governing body for the student population, touches all aspects of student life and represents student opinion to the administration and faculty. The Student Administration sponsors a variety of activities, passes legislation in the interest of the student body, and appoints students to positions on administrative and faculty committees. Activities of the Student Administration are so diverse that at least one area should correspond to your interests. You are encouraged to participate. Each spring the student body elects the Student Body President and Vice-President, the class officers, delegates to Student Legislature, and the student members of the Athletic Council. Under its present constitution, Student Administration has three main branches: Executive, Legislative, and the Academic Study Forum.

the executive branch

The Executive branch of Student Administration is composed of the President and Vice-President of the Student Body, Executive Council, and the Cabinet. Heading the Executive branch is the **Student Body President.** Among his functions are appointing student members of standing committees and chairmen of other committees, administering laws enacted by Student Legislature, representing the student body in dealings with faculty and administration, determining the dates of the Freshman Class elections, having veto power over the Legislature, appointing the Student Body Treasurer, and creating necessary committees and offices.

Executive Council, which is composed of the presidents and vice-presidents of each class, performs the administrative duties of the Executive branch and reviews all recommendations of the Cabinet.

Serving as an advisory body to the executive, the Cabinet is composed of the President and Vice-President of the Student Body; presidents of Interfraternity Council, Panhellenic, Associated Women Students, International Student Association, Residence Halls Association; the editor-in-chief of the *Daily Athenaeum;* the Speaker of Student Legislature; Chairman of the Academic Study Forum; and students at large. The Cabinet provides opportunities for debate and discussion among students, faculty, and administration.

The Bureau of Finance determines monetary and fiscal policies for Student Administration. The bureau advises the Student Body President on financial matters, formulates the Student Administration budget, and allocates funds to campus organizations requiring additional finances for special projects or because of unforeseen financial difficulties. Chaired by the Student Body Treasurer, the bureau is composed of three additional students appointed by the treasurer and two faculty-administrators.

student legislature

The policy-making branch of student government, **Student Legislature**, is composed of elected student representatives from all colleges and schools of the University. This arm of government investigates campus problems and makes recommendations to the appropriate University officials, approves all appointments proposed by Executive Council, acts on issues referred from the Cabinet, approves the Student Administration budget, and reviews reports of the student committees and organizations under its jurisdiction.

student administration committees

All social, cultural, recreational, and intramural activities are planned and coordinated by Student Administration with the assistance of the Student Educational Services programming staff. Each committee consists of a chairman who selects a steering committee or appropriate subcommittees.

Student Administration appoints the chairmen of the three factions (social, cultural, and recreation-intramural) of the University Program Board. The Student Body President, Treasurer, and the three chairmen (program) serve as members of the University Program Advisory Board.

All students are eligible for committee membership and members are chosen in the spring of each year. In the fall and spring, application forms (called civil service cards) are available at the residence halls, fraternity and sorority houses, Mountainlair, and Moore Hall. Interested students complete the cards and take them to Mountainlair Information Desk. Committee members are chosen from among the applicants.

academic study forum

Another area of Student Administration is the two-level **Academic Study Forum**. Each undergraduate college or school has a student-faculty committee which meets with the dean of the college to resolve academic problems involving that particular college. The student chairman from each college's committee form the Academic Study Forum, a student discussion group which considers campus-wide academic matters.

Special positions are available for freshmen.

Student Legislature pages are freshmen who attend meetings of Legislature and assist legislators in their work. Each year freshmen also are picked to assist Executive Council—they perform routine office duties and acquire a working knowledge of Student Administration. A president and vice-president of the Freshman Class are elected each fall.

student committees

Student Administration committees which students form include:

Public Relations Committee. The task of effective public relations for Student Administration has been divided into four areas: national relations, state and local relations, faculty and administrative relations, and student relations. The latter incorporates the Student Administration Task Force, which functions in each University residence hall, each fraternity and sorority house, and other off-campus housing complexes as well.

Publications Committee. The Publications Committee handles the publicity for all Student Administration activities, and is charged with the responsibility of keeping students informed on current actions of Student Administration. In addition to this *Student Handbook,* the Publications Committee also publishes periodic information pertaining to student life and activities.

The Student Leadership Conference Committee plans the Leadership Conference held each fall and spring to help student leaders better understand problems confronting the University as well as to learn leadership skills and techniques. Delegates represent various campus organizations or hold a position of leadership on campus.

The Junior Executive Conference Committee coordinates a weekend conference to which outstanding West Virginia high school juniors are invited for a two-day period of leadership training. The delegates also learn about opportunities at WVU and the varied aspects of campus life.

The High School Basketball Tournament Committee coordinates the annual state basketball tournament, usually held every third year at WVU.

The Elections Committee administers all elections on campus, with particular attention to the spring student body elections.

The Foreign Student Relations Committee orients foreign students and initiates and coordinates a variety of activities to provide a cultural exchange between American and foreign students.

The Transfer Student Orientation Committee provides an orientation program for transfer students at the beginning of each semester.

The Freshman Traditions Committee participates in an orientation program for incoming freshmen during Freshman Orientation and establishes rules and traditions to be followed by freshmen.

The World University Service Committee serves the national World University Service (WUS), which raises money on campuses throughout the nation for funding of internal improvement in colleges and universities in over 60 countries. The local WUS committee plans fund-raising activities at WVU.

The Link Day and Military Awards Committee plans the Link Day ceremony which is held each spring. This is a formal ceremony to initiate new members into academic honoraries. Air Force and Army ROTC awards also are presented at the ceremony.

student-faculty committees

The Athletic Council establishes regulations governing WVU intercollegiate athletics. It is composed of the director of intercollegiate athletics, faculty and alumni members, and two students who are elected in the student body's general spring election. To seek election, a student must present a petition signed by at least 5 per cent of the student body to the Elections Committee.

The Committee on Student Publications, which is comprised of three students and three faculty or staff members, recommends to the

Student Legislature the appointments of editors and other officials of the *Daily Athenaeum* and *Monticola.* The committee also establishes policies governing student publications.

The University Programming Advisory Board serves Student Educational Services and Student Administration on all matters relating to social, cultural, and recreational activities.

The Social Committee establishes policies and regulations for social events.

The Student Organizations Committee acts on petitions from groups desiring official organization status.

The Student Health Committee reviews the University Health Service and establishes basic campus health policies.

The University Planning Council analyzes WVU's physical planning and expansion.

The Senate Faculty Committee on Student Instruction studies all phases of WVU academic instruction, consulting with the Student Body President and the chairman of the Academic Study Forum.

If you have further questions about Student Administration and the part you can play in student government, stop by the Student Administration Office in Mountainlair.

other governing organizations

associated women students (AWS)

All WVU coeds are automatically members of AWS; there are no dues or special membership requirements. The purpose of the organization is to assist women students in their educational pursuits by providing special programs, representing them on University committees, coordinating women's activities in residence halls, Pan-hellenic, etc.

Additional information for WVU women is contained in the *AWS Handbook* available at Moore Hall.

residence halls association (RHA)

All students who live in University-supervised residence halls are represented in the Residence Halls Association (RHA). Members are elected by residents to serve as dorm officers. The officers, working with their counterparts from the other six halls, make up the RHA Council. Programs (recreational, social, and educational) are planned for all halls. Policies are reviewed and revisions are recommended to the Office of Student Educational Services or to the University Housing Office.

Each hall elects its own Judiciary Board which handles disciplinary matters within the hall. The chairmen from the seven halls, with the vice-president of RHA as chairman of this group, make up an appellate board for students dissatisfied with the decision of a board at their own hall.

student organization

Student organizations constitute the heart of out-of-the-classroom learning and recognition at WVU. Many of the most important contributions to you and your university develop when you meet with other students of similar interests and work together for a common goal.

Student organizations at WVU are so plentiful and so diverse that each student should be able to find at least one group whose activities interest him. Everything from class honoraries—which recognize campus-wide scholastic achievement; to professional groups—which stimulate interest in major fields of study; to interest groups and religious groups and on to hobby or special interest groups—all these exist at WVU for the student.

honoraries

Academic class honoraries recognize scholastic performance in all undergraduate fields of study. Members are chosen for their high overall grade averages, leadership, and service to WVU. Class honoraries are:

Li-Toon-Awa—sophomore women's honorary
Helvetia—sophomore men's honorary
Order of the Grail—junior men's honorary
Chimes—junior women's honorary
Mortar Board—national senior women's honorary
Sphinx—senior men's honorary
Mountain—ranking men's honorary
Phi Beta Kappa
Sigma Xi—science honorary

There also are honoraries which select outstanding students who have met certain scholastic requirements in specialized fields. They include:

Alpha Delta Theta, medical technology
Alpha Delta Sigma, advertising
Alpha Epsilon Delta, pre-medicine
Alpha Omega Alpha, medicine
Alpha Pi Mu, industrial engineering
Alpha Tau Alpha, agriculture
Alpha Zeta, agriculture service
Beta Alpha Psi, accounting
Chi Epsilon, civil engineering
Eta Kappa Nu, electrical engineering
Kappa Delta Pi, education
Kappa Kappa Psi, band
Mu Phi Epsilon, music women
Omega Chi Epsilon, chemical engineering
Omicron Nu Society, home economics
Phi Alpha Delta, law
Phi Alpha Theta, history
Phi Delta Phi, law
Phi Epsilon Phi, botany
Phi Lambda Upsilon, chemistry
Phi Mu Alpha, music men
Phi Upsilon Omicron, home economics
Pi Delta Phi, French
Pi Epsilon Tau, petroleum engineering

Pi Mu Epsilon, mathematics
Pi Sigma Alpha, political science
Pi Tau Sigma, mechanical engineering
Psi Chi, psychology
Psi Omega, dentistry
Public Relations Society of America
Rho Chi, pharmacy
Scabbard and Blade, Army ROTC
Sigma Alpha Eta, speech and hearing
Sigma Delta Pi, Spanish
Sigma Gamma Epsilon, earth science
Sigma Gamma Tau, aerospace engineering
Sigma Pi Sigma, physics
Sigma Theta Tau, nursing
Tau Beta Pi, engineering
Tau Beta Sigma, Women's Band
Theta Sigma Phi, journalism women
Xi Sigma Pi, forestry

interest organizations

There are many organizations at WVU in which you can pursue special interests.

African Students' Association
Associated Women Students (AWS)
Black Unity Organization
Association for Childhood Education International
Computer Science Club
Dairy Science Club
Demolay Club
Dolphin, water ballet
WVU Fencing Club
WVU 4-H Club
Home Economics Association, College Club,
Department of West Virginia
India Association
International Students' Association
Mathematics Club
Muslim Student Association
National Collegiate Players
Orchesis, dance
Pakistan and American Students Friendship Association
Physics Students
WVU Amateur Radio Club
Mountaineer Rifle Club
Residence Halls Association (RHA)
Russian Circle Club
Student Action for Appalachian Progress (SAAP)
Town and Commuters (TAC)
University Veterans' Club
War Resisters League
Wildlife Society
WVU Cheerleaders
WVU Literary Club

military organizations

Student military organizations promote interest in the armed services and serve the University community. They include:

Angel Flight, selected WVU women
Arnold Air Society, AFROTC cadet officers
Coed Drill Team
The Mountainettes
Pershing Rifles, basic military science students
Scabbard and Blade, Army ROTC honorary

political organizations

Politics is an essential part of student government. Campus political parties, which represent both affiliated students (those who belong to fraternities and sororities) and non-affiliated students, nominate candidates for Student Administration elective offices. You may join a political party by paying a small membership fee. This membership allows you to participate in choosing your party's candidates and also authorizes you to run for any of the elective offices on Executive Council, in the Legislature, or on the Athletic Council. You also may run for elective offices independently, without formal party support.

Present student parties include:

All Campus Party, Mountaineer Freedom Party, and Student Party.

Political organizations with local, state, and national affiliations are active at WVU. They are the Young Democrats, the Young Republicans, Young American Party, and the Young Americans for Freedom.

professional organizations

There are many organizations at WVU devoted to maintaining high professional standards in specialized disciplines. These include:

Aeronautics and Astronautics, American Institute of
Ag Council, agriculture students
Agricultural Engineers, WVU Chapter of American Society of
Blade and Spade, agronomy
Block and Bridle, animal husbandry
Chemical Engineers, WVU Student Branch of American Institute of
Civil Engineers, American Society of
Delta Sigma Delta, dentistry
Delta Sigma Rho, speech

Dental Hygienists Association, Junior American
Electrical and Electronics Engineers, Institute of
Future Farmers of America, Mountaineer Collegiate Chapter
WVU Forestry Club
Graduate Business Association
Industrial Engineers, WVU Society of
Kappa Psi, pharmacy men
Lamba Kappa Sigma (pharmacy women)
Landscape Architects, Student Society of
Management, Society for the Advancement of
Mechanical Engineers, American Society of
Mining, Metallurgical, and Petroleum Engineers, American Institute of
Music Educators National Conference
Nurses Association, WVU Student
Pharmaceutical Association, WVU Student
WVU Professional Recreation Society
WVU Rehabilitation Counseling Association
Sigma Delta Chi, journalism men
Social Work Organization, WVU Student
Soil Conservation Society of America, WVU Chapter of
Student Bar Association
Student Education Society
Traffic Engineers, WVU Student Chapter of Institute of
WVU Undergraduate Social Work Organization
Women's Physical Education Majors Club
Xi Psi Phi, dentistry
Zeta Phi Eta, speech women

religious groups

Some students seek groups whose purpose is theology and the impact of religion on society. WVU organizations that center on a particular religion or denomination are:

Baptist Student Fellowship
Bresee Fellowship
CHI (students for Christ)
Christian Science Organization
Deseret Club, LDS
Hillel Foundation, Jewish youth
Inter-Varsity Christian Fellowship
Kappa Phi, Methodist women
Newman Student Movement, Catholic youth
Sigma Theta Epsilon
Wesley Foundation
Westminster Fellowship
Young Women's Christian Association (YMCA)

service groups

Members of service groups at WVU concentrate on activities and functions which benefit the University and community in diverse ways. Such groups include the Inter Service Council, which coordinates service projects of campus groups:

Alpha Phi Omega
Circle K Club
Fi Batar Cappar
Inter Service Council
Graduate Student Association

social fraternities and sororities

Any student who can meet the academic requirements can be considered for Greek affiliation. (Upperclass women must have a 2.0 average for the previous semester in order to participate in rush).

Fraternity and sorority rush is conducted during the first and second semesters. Fraternity pledging for freshman men occurs at the beginning of the second semester. Sorority pledging for freshman women occurs at the beginning of the first semester.

Detailed information concerning men's rush and the fraternity system is contained in a booklet called *Meet the Greeks,* available at the Interfraternity Council office in Mountainlair. Information about sorority rush is available in a booklet called *WVU Panhellenic Handbook,* distributed by the Panhellenic office in Moore Hall.

interfraternity council

Interfraternity Council is the self-governing body for nineteen national fraternities. It establishes rules for rush procedure, determines overall fraternity policy, sponsors Greek Week, coordinates fraternal activities and is the official spokesman for fraternities in their relations with the WVU administration and other campus groups.

panhellenic association

Panhellenic Association governs women belonging to sororities. Composed of two representatives from each of ten national sororities at WVU, Panhellenic works to further scholastic achievement, group

awareness, and University participation. This group coordinates rushing and pledging activities, social and cultural programs, and works with Interfraternity Council to sponsor Greek Week. Other Panhellenic activities include awarding scholarships to worthy students, determining sorority policies, sponsoring service projects, and promoting working relationships between sororities.

fraternities

Alpha Gamma Rho (AGRs)
Alpha Phi Delta (Alpha Phi Delts)
Beta Theta Pi (Betas)
Chi Phi (Chi Phis)
Delta Tau Delta (Delts)
Kappa Alpha (KAs)
Kappa Alpha Psi
Kappa Sigma (Kappa Sigs)
Lambda Chi Alpha (Lambda Chis)
Phi Delta Theta (Phi Delts)
Phi Kappa Psi (Phi Psis)
Phi Kappa Sigma (Phi Kaps)
Phi Sigma Kappa (Phi Sigs)
Phi Kappa Alpha (Pi K As)
Sigma Chi (Sigma Chis)
Sigma Nu (Sigma Nus)
Sigma Phi Epsilon (Sig Eps)
Tau Kappa Epsilon (Tekes)
Theta Chi (Theta Chis)

sororities

Alpha Delta Pi (A D Pi)
Alpha Phi (Alpha Fees)
Alpha Xi Delta (Alpha Zees)
Chi Omega (Chi Os)
Delta Delta Delta (Tri Delts)
Delta Gamma (DGs)
Gamma Phi Beta (Gamma Phis)
Kappa Delta (KDs)
Kappa Kappa Gamma (Kappas)
Pi Beta Phi (Pi Phis)

organizational requirements

recognition

Steps in requesting recognition of a student organization include:

1. The proposed organization obtains an application for recognition from student organization wing in Mountainlair. This application requires that the organization have:
   a. A constitution justifying the organization's existence.
   b. An adviser who is a member of the WVU faculty or administration.
   c. Duly elected officers.
   d. A voting membership consisting only of WVU students.
2. The application must be completed and returned to Student Organization Services in Mountainlair. Until the organization is recognized, the only privilege it has is use of University facilities to complete organizational functions.
3. The application will be considered by the Student-Faculty Organizations Committee, which will make recommendations to the Dean of Student Educational Services.

WVU will withdraw recognition from student or faculty organizations whose official governing document denies membership on the basis of race, color, religion, or ethnic origin.

finances

Ordinarily a student organization solicits a membership fee (dues) to meet its expenses. If unforeseeable expenses arise, organizations may request additional support from the Student Bureau of Finance which maintains a limited budget to help meet such expenses. To request financial assistance from the Bureau, contact the Student Body Treasurer, who will arrange to have a member of your organization appear before the bureau to submit the request.

elective or appointive office

To hold an elective or appointive office in a recognized student organization, you must be a full-time WVU student. If this isn't your

first semester at the University, you must have a C average at the time of election or appointment. Furthermore, you may not be on academic or disciplinary probation.

social events

All coeducational social events sponsored by student organizations and activities of an all-campus nature must be registered with the Student Organizations Office in Mountainlair. The organization planning the event must complete a social permit (available at the Student Organizations Office in Mountainlair) and return it to that office for approval.

reservations for meeting rooms and equipment

The University provides facilities to accommodate organizations' meetings and the majority of their activities. All recognized organizations can use these facilities. To reserve facilities or obtain equipment from Mountainlair, a representative of the organization should fill out reservation forms available at Mountainlair Reservation Office. If food is desired, Mountainlair Food Service must be notified at least a week in advance.

publications

The *Daily Athenaeum* and *Monticola* are produced entirely by students under supervision of the WVU student-faculty Committee on Student Publications.

daily athenaeum

The *Daily Athenaeum* (Ath-u-nee-um) is the student newspaper. You pay a fee at registration which entitles you to receive the paper for the semester.

monticola

The *Monticola* (Mon-TICK-oh-lah) is WVU's official yearbook, available to you for a nominal price.

questions, suggestions, and grievances

You have already learned that WVU is large and complex. This fact does not mean that WVU is insensitive to students or unwilling to accept suggestions for improvement. It does mean, however, that you must know how to work inside the university organization in order to achieve your purposes. Remember that the WVU academic organization is divided into more than ninety departments which in turn are grouped into schools and colleges, and that the support activities require more than thirty-five separately organized units. Many of the departments have enrollments larger than any except the largest of secondary schools in West Virginia. Success in getting your problems and suggestions promptly and effectively handled depends very much on your investing the time to find the right places to take them.

academic matters

The principal academic officers of the University are the chairmen of the departments, the directors of divisions, and the deans of the schools and colleges. Like those who are full-time teachers, they are teachers too, and in addition are specifically charged by the President with the management of problems of the students and instructional personnel in their units. You can depend upon them for interest in and concern with your problems.

As in all your previous school work, questions or complaints about academic matters, such as grades, course materials, work loads and the like should first be discussed with the instructor who is offering the course. If the outcome of this discussion isn't satisfactory, then contact the chairman of the department or division that offers the course. He may work with your problem himself, or he may convene a committee to take up your problem.

The third level of appeal involving academic programs is that of the dean of the college or school that offers the course. In most cases, the dean can handle the problem himself, but if the problem warrants committee review, the dean will convene a special committee or refer the problem to a standing committee. Names of deans, department chairmen and division directors, their campus addresses and telephone numbers, are listed in the *WVU Directory*.

At the beginning of every academic year in the fall, each college and school publishes the names, campus addresses and telephone numbers of members of its standing academic committees. Copies will be made available to any student upon request in his dean's office, and will be posted.

Suggestions for improving academic programs may also be directed to the Academic Study Committee in each college or school.

There is one significant limitation of the authority of administrators and others in the treatment of conflicts over grades assigned in course work, through the actions of oral examining committees and the like: **assigned grades can be changed only by the individual or group which assigned them.** This procedure is based on the technical authority of the instructor, and is universal practice among the universities of the world. A hearing administrator or committee may conclude that a grade should be changed, but can merely forward that conclusion to the instructor involved. Though an instructor cannot be ordered to change his grade by any university agency, few instructors will refuse to make a change if one is recommended by a properly constituted committee.

It should be emphasized that raising questions about grades and grading systems is always helpful. Throughout the University such questioning will produce fairer and more sophisticated grading if the questioning is pursued.

other matters

Students who have questions, complaints, or suggestions involving other activities should contact the director of the office responsible for the activity. Names of directors, their campus addresses and telephone numbers are listed in the *WVU Directory*.

If the problem isn't resolved to your satisfaction after this initial contact with the director, you should take it to the Dean of Student Educational Services.

further appeals

If you are still dissatisfied after exhausting these procedures with respect to either academic or non-academic matters, you may take your problem to the President of the University. **All students, faculty, and employees of WVU have the right to appeal any decision to the President** by first writing him a summary of the case and asking for an appointment to discuss it. You may expect the President to ask

whether you have exhausted the other means available to you, and to insist that all other routes be checked before he takes up your problem. This action is made necessary by the large enrollment of WVU; it is quite impossible for the President to handle all problems himself. If the problem requires it, a committee will be convened by the President to make recommendations for action.

Decisions made by the President may be appealed to the Chancellor and the West Virginia Board of Regents, 1316 Charleston National Plaza, Charleston, West Virginia 25301, or by action in the civil courts.

academic due process

All hearings and investigations at WVU are governed by the concept of academic due process. This means essentially that both sides of each problem must be heard by the person conducting the proceedings, that an accused has the right to face his accuser, and that in case the decision made by an administrator is unacceptable to either party, the administrator must convene a group of faculty, students, or, in the case of non-academic problems, people of other interests to rehear the proceedings.

Unless the applicant requests otherwise, student members will be assigned to committees hearing student appeals, and in some cases, appeals committees may be made up entirely of students. Before such appeal groups, both parties have the right to advisers and to call and cross-examine witnesses, but University committees do not ordinarily permit technical legal counsel for themselves, for employees, or for students. In the best sense, universities are self-governing communities of younger and older scholars. University hearings therefore are not courts of law, and are not conducted in adversary proceedings with technically trained judges and attorneys. The chairman of each hearing committee is charged with insuring fair play for all concerned, and those who feel aggrieved after such hearings must seek redress in the appeals system described above or through action in the civil courts after the WVU appeals system has been exhausted.

faculty grievances

Faculty problems, questions, and grievances should follow the appeal route described above.

laws and university regulations

On and off the campuses, WVU students, faculty, and staff are subject to the same federal, state, and city laws as all other citizens. A student may at any time be removed from the University if his presence is not conducive to the best interests of the University.

A student who violates any University rule or regulation is subject to disciplinary action which may result in probation, suspension, or expulsion. A student who violates a federal, state, or municipal law on the University campus may be prosecuted by the proper authorities, and may also be subject to University disciplinary action which may result in probation, suspension, or expulsion.

University rules and regulations, and federal and state laws pertinent to University students, include the following:

disorderly conduct

Disorderly or unlawful behavior, such as engaging in fights, assaults, riots, unlawful assemblies, or the violation of any municipal, state, or federal law, in University buildings or on University campuses is prohibited.

hazing

Physical and mental hazing of students is prohibited. Violations of this policy may result in student disciplinary action and the loss of University recognition for organizations.

alcoholic beverages

Legal drinking age in West Virginia is 21 for all alcoholic beverages except beer. The minimum drinking age for beer is 18. Possession or use of alcoholic beverages on state property, including in University-supervised residence halls, is prohibited. Any student who behaves irresponsibly under the influence of alcoholic beverages is considered in violation of University regulations.

drugs

Use of drugs without medical prescription and under a doctor's supervision is prohibited. Use or possession of, or the distribution of, marijuana or similar drugs is subject to federal and state prosecution, as well as University disciplinary action.

records

Falsification of records in any detail (academic records, health records, change slips, etc.) or misrepresentation of a person's identity is prohibited. Policies regulating conditions under which information from student records may be divulged are now under consideration.

firearms

Possession of firearms, firecrackers, or other explosives, on University property, including in University-supervised residence halls, is prohibited.

fire equipment

Tampering with fire equipment and the sounding of false fire alarms are prohibited by state law and by University rules and regulations.

false bomb threats

A law was passed by the West Virginia Legislature in January, 1969, making it a misdemeanor to convey or impart (or to cause to be conveyed or imparted) false information concerning the presence of a bomb or other explosive devices in, at, or near buildings, bridges, etc. A student violating this law is subject to state prosecution as well as University disciplinary action in any case where University buildings or facilities are involved.

gambling

Gambling, including the chain letter, is prohibited.

behavior at sports events

Because of the danger to participants in sports, officials, cheerleaders, spectators and others, students and other spectators are prohibited from bringing into Mountaineer Field and the Coliseum any banners, flags, bottles, cans, or thermos jugs. The throwing of any article into the crowd or onto the playing field or court at Mountaineer Field or the Coliseum is prohibited.

cheating

Since cheating creates an atmosphere of mistrust, disrespect, and insecurity, students should act to discourage and eliminate cheating of every kind.

Cheating is defined as receiving or giving assistance on an examination as well as using unauthorized sources of information on an examination, altering grades or other University records, and obtaining without authorization an examination or parts of an examination prior to taking the examination.

Another form of cheating called **plagiarism** is submitting or participating in the submission of assigned material falsely represented as being the result of your original efforts. This is a serious offense in whatever form it may appear—submitting an entire article falsely represented as your own, including an idea in your writing without providing sufficient documentation for it, or including a documented idea without sufficiently assimilating it into your own language and style. If you have any questions about whether a particular inclusion in your work might constitute plagiarism you should request the guidance of the instructor to whom you are submitting the work.

The minimum penalty for cheating is dismissal from the course with a grade of F, unless in the opinion of the dean there are extenuating circumstances which indicate the advisability of a lesser penalty. For a second or subsequent cheating offense, in addition to failing the course, suspension or expulsion of the student is recommended to the WVU President. Suspension or expulsion may be recommended in first offense cases if the circumstances warrant. Students may appeal to the President for review of a decision in a cheating case, and the President may affirm or reverse, in whole or part, the decision.

residence halls rules and regulations

Each residence hall has a list of rules and regulations which are listed on the contract each resident signs.

use of university facilities

WVU property and facilities are limited to use for educational and cultural activities by organizations formally approved and recognized by WVU. No admission charge can be collected for these activities unless the expected revenue is to go to the University, one of its branches, or to the WVU Foundation, Inc., for the benefit of the University.

concessions

No person, agency, or corporation that isn't an authorized representative of the West Virginia Board of Regents can sell or take orders for any item, thing or service, or broadcast by radio or television, or solicit funds in any University facility or at any University-sponsored event without written permission from a University representative designated by the WVU President. Whether a written permit or contract, this permission must specify the account into which such income is paid. The Comptroller will audit receipts accruing to WVU or its units to be sure there is accurate accounting of funds according to the terms of the written permit or contract.

speaker policy

Recognizing that freedom of expression and communications is essential to education, WVU supports the right of students to listen to diverse points of view as expressed by speakers they may invite to the campus. Accordingly, recognized student groups may invite speakers to the campus whether or not the speakers' viewpoints are congenial to the University.

representing the university

To represent the University in public appearances, you must be enrolled in the University and must meet the eligibility requirements of the department or school in which the activity originates. The records of students whose status is questionable should be checked by the department or school at the Admissions and Records Office before their participation.

parking and traffic regulations

Parking and traffic regulations are in effect on the WVU campuses to regulate the heavy flow of vehicles. All regulations are formulated by the University Parking Committee. Tickets for violations are issued by University Security Officers. The University has no judicial powers to collect the fines. So the West Virginia Legislature passed a bill permitting either the City of Morgantown or justices of the peace to collect the fines—both to provide the essential means of controlling parking and to assure due process for the individuals involved.

A University parking permit, issued for a particular parking area, is necessary for parking on University property. The permit fee is $24.00 a year. Because parking space is limited, **parking permits also are limited and aren't issued to freshmen; students who live in residence halls, fraternities or sororities; or to students who live within walking distance of the campuses.**

A University-maintained parking garage is located behind Mountainlair for the use of all persons upon payment of a small fee. There also are city and private parking lots.

WVU doesn't assume responsibility for any vehicle or its contents while it is parked on the campuses. Likewise, WVU does not guarantee that parking spaces will be available. Students are advised not to bring automobiles to campus.

disciplinary procedures

All students involved in a disciplinary action are assured due process. This includes the right to a fair, speedy trial; right to proper notice; right of counsel; and right to appeal.

If you are accused of committing an offense in violation of University regulations while you are enrolled in the University, your case is reported to the Dean of Student Educational Services, who has the responsibility for investigating the charges, and, if necessary, along with his staff, preparing a case for the Special University Senate Committee on Student Discipline.

The committee, which consists of three faculty members and two students appointed by the WVU President, hears and makes recommendations on all cases presented to it. Recommendations of the committee may be appealed to the President. No student can be expelled by anyone other than the University President.

In the residence halls, violations of dormitory regulations are adjudicated by the residence hall judiciary boards under the auspices of the Residence Halls Association. If you are accused of a dormitory violation, you have power of appeal through an appellate board and to the Director of Residence Halls Programs.

West Virginia University students are governed by "Policies, Rules, and Regulations Regarding Student Rights, Responsibilities, and Conduct" as enacted by the West Virginia Board of Regents on August 4, 1970, which follows:

SECTION 1. GENERAL

1.01 **Authority** – These policies, rules, and regulations are hereby promulgated by the West Virginia Board of Regents in accordance with, and pursuant to, Chapter 18, Article 26, of the West Virginia Code of 1931 as amended, and, to the extent the same are applicable, the Administrative Procedure Act of the West Virginia Code of 1931 as amended.

1.02 **Purpose** – The purpose of these policies, rules, and regulations includes, but is not limited to, the following:

a. To establish a general policy on student life, including a statement on student rights and responsibilities, at the State Colleges and Universities.

b. To identify behavioral expectations of students and certain prohibited acts by students at the State Colleges and Universities.

c. To prescribe penalties and sanctions for such prohibited conduct.

d. To define generally the powers, authority, and duties to be exercised under the control of the Board of Regents, by the presidents and officials of the State Colleges and Universities.

e. To prescribe disciplinary actions and proceedings to be taken in cases of the violations of these policies, rules, and regulations.

1.03 **Effective Date** – These policies, rules, and regulations are effective immediately in as much as they cover any general or emergency situation that might arise at any State College or University, and as rules relating to student conduct as defined in the Administrative Procedure Act of the West Virginia Code of 1931 as amended, and they supersede any existing policies, rules, and regulations that are in conflict with these policies, rules, and regulations.

1.04 **Filing Date** – These policies, rules, and regulations were filed in the Office of the Secretary of State of West Virginia on the 7th day of August, 1970.

SECTION 2. DEFINITIONS

2.01 **Board of Regents** – The West Virginia Board of Regents.

2.02 **Institution or Institutions** – Any or all of the institutions of higher education, the State Colleges and Universities, or any branch or division thereof, over which the Board of Regents shall have authority, responsibility, or control.

2.03 **President** – The chief executive officer of the institution, whatever his title, whether responsible directly to the Board of Regents or through some other officer to the Board of Regents, and shall include all those acting for or on behalf of such chief executive officer, at or by his direction, or at or by the direction of the Board of Regents.

2.04 **Property** – Any property, whether owned, rented, or otherwise held or used by the Board of Regents, by an institution, or by the institution community.

2.05 **Activity** – All or any operations conducted, sponsored, promoted, operated, or otherwise engaged in by an institution, including, by way of illustration and not as limitation of the foregoing, classroom and course activities, recreational and cultural programs, maintenance or building programs, committee or other business activity, registration, advising, teaching, admissions, placement, disciplinary or routine office activity, research, or service.

2.06 **Facility** – Any and all property of an institution used or usable in any activity of an institution.

2.07 **Campus** – All the property and facilities of any institution serving as the *locus in quo* of any activity of an institution.

2.08 **Faculty** – Those employees of the Board of Regents who are assigned to teaching or research or service functions at an institution, and who hold academic rank.

2.09 **Staff** – Those employees of the Board of Regents who are assigned to any duties at an institution and who are not members of the faculty.

2.10 **Student** – Any person who has been admitted to an institution to pursue a course of study, research or service, and who has not been graduated or dismissed from such course, and who has some right or privilege to be on the campus or in the facilities of the institution, or to use the same, in connection with his study, research, or service, or who yet has some right or privilege to receive some benefit or recognition or certification from the institution, under the rules, regulations, or policies of the Board of Regents or the institution.

2.11 **Member of the Institution Community** – Any officer, administrator, faculty member, staff member, employee, or student of or at an institution, as well as any person participating in an institution activity at the time applicable.

SECTION 3. POLICIES REGARDING STUDENT RIGHTS AND RESPONSIBILITIES

The submission of an application for admission to an institution represents an optional and voluntary decision on the part of the prospective student to partake of the program and privileges offered by the institution pursuant to the policies, rules and regulations of the Board of Regents and the institution. Institutional approval of that application, in turn, represents the extension of a right or privilege to join the institution community and to remain a part of it so long as the student fulfills the academic and behavioral expectations that are set forth in the policies, rules, and regulations of the Board of Regents and the institution.

3.01 **Freedom of Expression and Assembly** – The student enjoys the essential freedoms of scholarship and inquiry central to all institutions of higher education. In exercising these freedoms, the student has certain rights and responsibilities, including, but not limited to, the following:

a. To have access to campus resources and facilities.
b. To espouse causes.
c. To inquire, discuss, listen to, and evaluate.
d. To listen to any person through the invitation of organizations recognized by the institution.
e. To have a free and independent student press which adheres to the canons of responsible journalism.
f. To not violate the rights of others in matters of expression and assembly.
g. To abide by policies, rules, and regulations of the Board of Regents and the institution pertaining to freedom of expression and assembly.

3.02 **Freedom of Association** – Students may organize whatever associations they deem desirable, and are entitled to affiliate with any group or organization for which they qualify for membership. However, institutional recognition of student organizations shall be limited to those whose purposes

comport with the educational mission of the institution.

3.03 **Right to Privacy** – The student is entitled to the same safeguards of his rights and freedoms of citizenship as are afforded his peers outside academic community, including, but not limited to, the following:

a. Privileged communication on a one-to-one relationship with faculty, administrators, counselors, and other institutional functionaries.

b. Respect for his personalty, including freedom from unreasonable and unauthorized searches of his living quarters.

c. Confidentiality of his academic and disciplinary records.

d. Legitimate evaluations made from his records.

3.04 **Academic Responsibilities** – The institution shall define and promulgate, subject to the control of the Board of Regents, the academic requirements for graduation, the conditions leading to and attendant upon academic probation, and the requirements for student honesty and originality of expression.

a. The student is responsible for fulfilling course work requirements.

b. The student shall be graded solely on performance measured against academic and related standards.

c. The student shall be protected against prejudicial or capricious academic evaluation.

3.05 **Responsibilities of Citizenship** – The student is expected, as are all citizens, to respect, and abide by, local ordinances and state and federal statutes, both on and off the campus. As a member of the educational community, he is expected to abide by the institution's code of student conduct which clarifies those behavioral standards considered essential to its educational mission.

3.06 **Disciplinary Proceedings** – Disciplinary proceedings for students accused of committing offenses must be consistent with such constitutional provisions guaranteeing due process of law as are applicable to them. In all disciplinary proceedings, the student shall be considered innocent until proved guilty of any charge. Rules and regulations shall be promulgated by each institution consistent with policies, rules, and regulations of, and subject to the control of, the Board of Regents.

SECTION 4. STANDARDS OF CONDUCT: RULES AND REGULATIONS

4.01 **Conduct Required in General** – All students at the institutions are subject to, and are required to comply with, observe, and obey the following:

a. The laws of the United States.

b. The laws of the State of West Virginia.

c. Local city, county, and municipal ordinances.

d. The policies, rules, and regulations of the Board of Regents and the institution.

e. The directions and orders of the officers, faculty, and staff of the institution who are charged with the administration of institutional affairs on campus.

4.02 **Prohibited: Disorderly Conduct** — Any and all students who behave in a disorderly or unlawful manner, such as the actions listed below, but not limited to those listed, in or about institution property or facilities, are subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such violations in local, state, or federal courts:

a. Fights.

b. Assaults or battery.

c. Riots.

d. Unlawful assembly.

e. The violation of any municipal, state, or federal law, or the rules and regulations of the Board of Regents or the institution.

4.03 **Prohibited Conduct: Theft or Damage of Property** — No student shall, individually or by joining with one or more others, appropriate to his or their own use, or steal, or intentionally damage or destroy any institution property or facilities or the property of any member of the institution community on or in campuses, property or facilities of an institution. Students involved in any such prohibited actions or conduct shall be subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such actions or conduct in local, state, or federal courts.

4.04 **Prohibited Conduct: Disruption** — No student shall, by himself or by joining with one or more other persons, do any of the following:

a. Disrupt or interfere with any institutional activity, program, meeting, or operation.

b. Interfere with the rights of any member of the institution community.

c. Intentionally injure or threaten to injure, or coerce by bodily harm or restraint or threats thereof or any other means, any member of the institution community or persons lawfully on the institution's campus, property, or facilities.

d. Seize, hold, commandeer, or damage any property or facilities of an institution, or threaten to do so, or refuse to depart from any property or facilities of an institution upon direction, pursuant to policies, rules, and regulations of the Board of Regents or the institution, by an institution officer, faculty or staff member, or other person authorized by the president.

Students involved in any such action or activities shall be subject to institutional disciplinary action which may result in probation, suspension, or expulsion, whether or not there is prosecution for such actions in local, state, or federal courts.

4.05 **Prohibited Conduct: Discrimination** — No student shall, by himself or by joining with one or more other persons, promote or demand action on their part or any other member of the institution community that would constitute unlawful discrimination on the basis of race, sex, color, or political affiliation.

SECTION 5. POWERS, AUTHORITY, AND DUTIES OF THE PRESIDENT

5.01 **General Powers, Authority, and Duties of the Presidents** — The president of each institution shall be the chief executive officer of the institution

of which he is the head. He shall be responsible for the entire administration of the institution, subject to the control of the Board of Regents. It shall be his duty to attend to and administer the laws of the State of West Virginia which may be applicable on the campus, the policies, rules and regulations of the Board of Regents, and the policies, rules, and regulations of the institution of which he is president. Each such president is hereby clothed with authority requisite to that end, subject to the control of the Board of Regents.

5.02 **Powers, Authority, and Duties of the Presidents: Delegation of Authority and Responsibility** – Any authority, responsibility, or duty granted to or imposed upon such a president by these policies, rules, and regulations may be delegated by him, subject to the control of the Board of Regents, to another person or persons on the faculty, staff or student body of the institution of which he is president.

All persons dealing in the matters so delegated by the president shall be required to deal with the persons to whom the president shall have delegated such authority, responsibility, or duty, and such persons shall be required to deal with the institution or the president through such designees, except on appeal to the president as specified by the president.

5.03 **Powers, Authority, and Duties of the Presidents: Promulgation of Institutional Regulations for Student Discipline** – The president of each institution shall have authority and responsibility, subject to the control of the Board of Regents, for the discipline of all students at the institution of which he is president.

The president, with the advice of faculty and students and subject to the control of the Board of Regents, shall develop, promulgate, and use disciplinary regulations and channels at each institution not inconsistent with the policies, rules, and regulations of the Board of Regents. All disciplinary regulations and channels now in existence and operation at any institution shall remain in effect and shall be used until modified, except as such regulations and channels shall be deemed modified and amended by these policies, rules, and regulations.

5.04 **Powers, Authority, and Duties of the Presidents: Activities on, and Use of Institution Property or Facilities** – The use by any person of the property or facilities of the institutions shall be controlled and governed by the policies, rules, and regulations of the Board of Regents.

Regulations governing the use of such property or facilities at a particular institution shall be promulgated by the president thereof, with the advice of faculty and students, and shall conform to these policies, rules, and regulations, and be subject to the control of the Board of Regents. All presently existing such regulations shall remain in full force and effect until modified or amended in conformity to these rules, except as the same shall be deemed specifically modified and amended by these rules.

5.05 **Powers, Authority, and Duties of the Presidents: Public Use of Institution Property or Facilities, and Restrictions Imposed** – Subject to the control of the Board of Regents, notwithstanding any rule, regulation, policy, or express or implied permission for the use of, or presence in or on, the property or facilities of any institution, any person who (a) is not a student presently registered for current classes or course work at the particular institution, or, is not an employee of the Board of Regents currently on duty at the institution; and (b) by his conduct or his speech or expressions causes, or, in the opinion of the president of the institution or his delegate of authority, may be reasonably expected to cause harm to persons, property, or facilities, or disruption of, or

interference with, any activity of the institution, is no longer authorized to be in or on the property or facilities of the institution. In such instance, the president of such institution or his delegate of authority, shall cause such person to be ejected from, kept off, and kept out of the property and facilities of the institution. The president or his delegate of authority may take whatever legal or institutional action is necessary to effectuate this authority.

5.06 **Powers, Authority, and Duties of the Presidents: Use of Institutional Property or Facilities: Activities Which Interfere With, Disrupt, or Inhibit Institutional Operations** — The assertion by any person or persons of rights of speech, assembly, press, or other expression with the intention to interfere with access to, or use of, the institution's property, facilities, activities, programs or operations by those properly and regularly using the same is expressly prohibited, any rule, regulation, or permission, express or implied, notwithstanding.

5.07 **Powers, Authority, and Duties of the Presidents: Limitations of Assembly and Student Use of Institution Property or Facilities** — Subject to the control of the Board of Regents, when, in the judgment of the president of any institution, an assembly is not in the best interests of the institution or the individuals concerned, in that it presents a clear and present danger of harm to persons, property or facilities or interference with or disruption of activities, such president or his delegate of authority shall prohibit such assembly and shall take measures to prevent harm to persons, property, or facilities, or to prevent interference with or disruption of activities, as may be necessary in the circumstances or may be reasonably expected to come into existence.

5.08 **Powers, Authority, and Duties of the Presidents: Limitation of Activities and Emergengy Measures** — When there has been harm or damage to persons, property or facilities, or when there has been disruption of or interference with institution activities, or when there has been seizure or occupation of property or facilities by persons no longer authorized, then, subject to the control of the Board of Regents, when the president of an institution at which such occurrences happen or take place, deems it necessary to end or to control such occurrences and the circumstances caused thereby, he shall take any or all of the following actions or other appropriate actions:

a. Declare a state of emergency to exist on the campus, and:
   i. close down any part of the institution for any length of time, or limit use of certain parts of the campus, property or facilities to certain persons at certain times;
   ii. impose curfews on the presence of persons in or on institutional facilities or property;
   iii. place bans on gatherings of persons at places or times on or in the institution's property or facilities, or
   iv. enlist the aid of any public authority, police or otherwise, as may be necessary to restore order, protect persons, property, health, safety, or welfare.

   Immediately suspend any student who is found involved in prohibited action or conduct and who is (i) first advised, told, or notified that his action or conduct is prohibited, and who (ii) continues such action or conduct in spite of the warning. Such immediate suspension shall be followed with speedy disciplinary proceedings consistent with these policies, rules, and regulations

c. See to the enforcement of the laws of the State of West Virginia, the policies, rules, and regulations of the Board of Regents, and the policies, rules and regulations of the institution, including any emergency orders imposed as a result of the state of emergency so declared.

SECTION 6. DISCIPLINARY ACTION: PROCEEDINGS

6.01 **Application to Students** – Any person who is a student as defined in these policies, rules and regulations shall be subject to disciplinary action by the institution at which he is a student if he is involved on the campus of that institution in any of the actions or conduct prohibited by these policies, rules, and regulations, notwithstanding the fact that at the time he is also an employee of the Board of Regents, or he is not presently registered for current classes or course, research or service programs. In taking disciplinary action against a student, as defined herein, an institution may act to remove any status of such a person or to revoke or remove any right or privilege such person as a student, or to withhold, remove, or cancel any benefit, recognition or certification, including the conferring of a degree, which such a person might yet not have received from the institution.

6.02 **Sanctions in Disciplinary Action** – The following sanctions may be imposed upon students as a result of disciplinary action by an institution:

a. Probation – exclusion from participation in certain institution activities, property or facilities for a definite stated period of time, and may be conditioned upon compliance with policies, rules and regulations, or specified required activity during the period of probation.

b. Suspension – exclusion from all institution activities for a definite stated period of time, and any condition on resumption of activities, if any, also may be imposed.

c. Expulsion – termination of all student status, including any remaining right or privilege to receive some benefit or recognition or certification, and conditions for readmission, if any, may be stated in the order.

Sanctions of lesser severity may be imposed in any case, depending upon the finding of extenuating circumstances and the discretion of the president of the institution or the Board of Regents, whoever might be dealing with the case at the time.

6.03 **General Requirements for Disciplinary Channels** – Rules and regulations establishing disciplinary channels at the institutions, promulgated pursuant to sections 3.06 and 5.03, hereof, or any of these policies, rules or regulations, shall provide, among other things, at the least for the following:

a. There shall be a hearing board whose members shall be members of the institutional community and whose number shall be at least three and, in any event, on any panel hearing a case, shall be odd.

b. The jurisdiction and authority of the hearing board shall be, in cases of disciplinary action against students:

   i. to hear evidence;

   ii. to make findings of fact from the evidence presented; and

   iii. to make recommendations to the president of the institution, based upon such findings of fact, as to the disposition of the disciplinary action, including sanctions to be imposed, if any.

c. The hearing board shall have exclusive original, first hearing, jurisdiction of cases involving the alleged violations of sections 4.02, 4.03, and 4.04 of these policies, rules, and regulations, and of cases involving students suspended pursuant to section 5.08 b of these policies, rules, and regulations.

d. The hearing board shall have such appellate jurisdiction, as may be appropriate to the institution, from the determinations and recommendations of any lesser disciplinary channel, but, in any event, there shall be an appeal to the hearing board from such lesser disciplinary channels as a matter of right on behalf of any student where the lesser disciplinary channel has made a recommendation for the imposition of the sanctions of suspension or expulsion.

e. The student may then object or take exception to the recommendation of the hearing board under such procedures as the president may deem appropriate.

6.04 **Procedural Standards in Disciplinary Proceedings** — In any disciplinary proceedings before a hearing board established pursuant to section 6.03, brought against a student for alleged misconduct, actions, or behavior for which sanctions of suspension or expulsion may be imposed, the following procedural standards shall be observed:

a. Written charges of violation shall be presented to the accused student which shall include at least:

   i. a statement of the policy, rule, or regulation which he is alleged to have violated;

   ii. a statement of the facts to be presented in support of the charges made with sufficient clarity to reasonably disclose the time and place of the occurrence and the actions or behavior complained of, and

   iii. a statement that a hearing will be had before the hearing board on the charges, together with notice of the date, time and place of the hearing.

   It is expressly provided, however, that such written charges shall not be fatally defective so as to prevent the set hearing or to require further amplification if such minimum requirements are met reasonably and in good conscience at the discretion of the hearing board.

b. Said written charges shall be served upon the student charged by one of the following means:

   i. handing a copy to him in person, if he can by found with reasonable diligence in the town where the institution is located and the hearing is to take place; or

   ii. mailing, via certified mail, a copy to him at the residence he uses while in attendance at the institution, as last noted on his official records at the institution; or

   iii. if he is not presently registered at the institution, or in any event, by mailing, via certified mail, a copy to his last known permanent or home residence as disclosed by his official records at the institution.

It is expressly provided, however, that such service of charges and notice of hearing shall not be defective if the student shall have hidden himself, refused mail, or shall have failed to notify the institution of his current address while attending the institution or of his current permanent home address, and the hearing may proceed without hindrance or delay.

c. A hearing shall be had at the date, time and place specified, unless postponed by the hearing board for good cause shown. The hearing shall be conducted in such manner as to do substantial justice and shall include at least the following:

   i. The accused student has the right to have an advisor with him, but such advisor may not be a person other than his parent or guardian, a student at the institution, or member of the faculty or staff of the institution, unless specifically permitted by name by the hearing board;

   ii. All material evidence may be presented subject to the right of cross-examination of the witnesses;

   iii. There shall be a verbatim record, such as a tape recording, of the hearing;

   iv. In any event, the accused student shall be entitled to be present throughout the presentation of evidence, testimony of witnesses, and arguments of parties; to know the identity of and content of testimony of the witnesses against him; and to present any evidence on his behalf as may be relevant and material to the case.

d. No recommendation for the imposition of sanctions may be based solely upon the failure of the accused student to answer charges or to appear at the hearing. In such a case, the evidence in support of the charges shall be presented and considered. And, in any event, all findings of fact and recommendations shall be based solely upon the evidence presented, and shall be based upon proof of violation of policies, rules, and regulations by the student as charged by a preponderance of the evidence in the case as a whole.

e. After the hearing, the hearing board shall make findings of fact and recommendations for the disposition of the case and sanctions to be imposed, if any, and forward the same to the president of the institution. After the time for making objections or exceptions as may be provided in the institution's rules and regulations shall have elapsed, the president shall take such action as he finds appropriate under all the circumstances.

6.05 **Review by the Board of Regents** – The Board of Regents may, from time to time, require from the presidents, or any of them, reports on disciplinary actions or proceedings over a period of time or as to any specific case or cases. Such reports shall be in such form as the Board of Regents may require. In addition, the Board of Regents may, pursuant to such procedures as the Board of Regents may specify, grant an appeal from the disciplinary action of any president on the record of the case submitted and on leave of the Board of Regents first obtained. In any case of any review of disciplinary action, the Board of Regents may take such action as it deems reasonable and proper in all the circumstances and in answer to all of its responsibilities under the law.

hail, west virginia!

Let's give a rah for West Virginia, and let us pledge to her anew;
Others may like black or crimson, but foı us it's Gold and Blue.
Let all our troubles be forgotten, let college spirit rule;
We'll join and give our loyal efforts,
for the good of our old school,
It's West Virginia, it's West Virginia,
the pride of every Mountaineer;
Come on, you old grads, join with us young lads,
it's West Virginia now we cheer (rah! rah!),
Now is the time, boys, to make a big noise,
no matter what the people say;
For there is naught to fear the gang's all here,
so hail to West Virginia, hail!

the fight song

Fight, fight, fight, fight, Mountaineers, we're here to cheer for you.
Take that old ball down the field,
we're putting all our faith in you.
Take that team right off its feet,
you can't be beat, we know;
And when the game is through, we'll all cheer you,
West Virginia, West Virginia, rah.

alma mater

Alma, our Alma Mater, the home of Mountaineers;
Sing we of thy honor, everlasting through the years,
Alma, our Alma Mater, we pledge in song to you;
Hail, all hail our Alma Mater, West Virginia "U."